

***UNICO***

**BICYCLE ASSEMBLY MANUAL**

---

# BICYCLE ASSEMBLY INSTRUCTIONS

---

## INTRODUCTION

Congratulations on purchasing your brand new bicycle! Your bicycle comes directly to you requiring some assembly. This guide has been written to guide you through the additional steps necessary to complete the assembly of your bike.

The following instructions will guide you through:

- Tools Required
- Unpacking the bike
- Assembling the handlebars
- Inserting the handlebar assembly
- Installing the saddle and seatpost
- Installing the front fenders (if applicable)
- Installing the front wheels
- Installing and adjusting the brakes
- Installing the pedals
- Attaching the reflectors and bell
- Attaching the front basket (if applicable)
- Installing training wheels (if applicable)

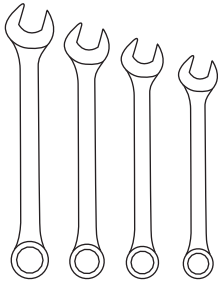


**WARNING: In the interests of safety it is recommended that you have this bicycle assembled by a skilled bicycle mechanic.**

*These instructions are to be used as a guide only, the images used throughout are for demonstration purposes only and may not be images of your specific bike.*

---

# BEFORE YOU START: REQUIRED TOOLS



1

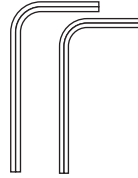
2

3

4



5



6

7



8

1. Wrench 15mm
2. Wrench 13mm
3. Wrench 12mm
4. Wrench 10mm
5. Philips Head Screwdriver
6. Allen Key 5mm
7. Allen Key 6mm
8. Wirecutters

---

## 1. UNPACKING



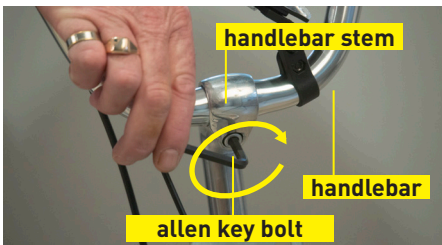
Remove all the packaging from your bike.

Cut the Zip Ties with scissors or wire cutters to prevent scratching of the frame and components.

Inspect the bike and all the included parts to make sure there are no damaged or missing parts.

---

## 2. ASSEMBLING THE HANDLEBARS



If not already done, insert the handlebars in the handle bar stem and tighten the allen key bolts in the stem using an Allen Key. The handlebar assembly is now ready to insert into the bicycle frame.



alternative handlebar assembly

For handlebar stems with a faceplate, place handlebar between the stem and faceplate, then insert and tighten the allen key bolts with an allen key.



alternative handlebar assembly

Another alternative is shown to the left which uses nuts and bolts. In this case, insert and tighten the nuts and bolts with a wrench.

### 3. INSERTING THE HANDLEBAR ASSEMBLY



quill stem



threadless stem

Your bike will come with either a threaded quill stem, or a threadless stem. Follow the appropriate instructions below to insert your handlebar assembly into your bicycle's head tube.



correct alignment

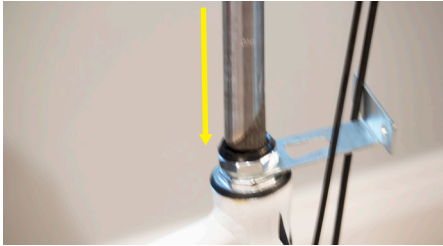
**!** When inserting or adjusting handlebar assemblies the bicycle forks must be facing the forward direction.

To check this, the wheel mounting slots must be in the furthest forward position so the wheel axle will be in front of the fork when assembled.

## QUILL STEMS



Quill stems have a wedge shaped component at the bottom of the stem that is inserted in the fork steerer tube.



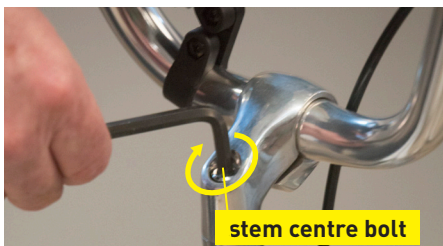
If present, remove the protective cap from the handlebar stem, loosen the quill bolt stem, and insert in the bike steerer tube.



Lower into the stem until the "minimum insertion" mark is not visible.



**WARNING:** A quill stem's Minimum Insertion Mark must not be visible above the top of the headset. If the stem is extended beyond the Minimum Insertion Mark, the stem may break or damage the fork's steerer tube, which could cause you to lose control.



Ensure the handlebars and forks are aligned and that the handlebars are facing forward with the brake levers to the front. Then tighten the stem centre bolt.

Once the front wheel has been assembled this step should be re-checked, and repositioned if needed.

## THREADLESS STEMS

---



This handlebar assembly clamps around the fork steerer tube with one or more pinch bolts.



Ensure the fork is held firmly, or on the ground as the assembly may fall out during assembly.

Loosen the top cap of the fork steerer and remove the top cap and bolt. Do not miss place these components.



Hold the fork assembly and slide the handlebar assembly onto the fork tube and replace the top cap and bolt.



Then tighten the top cap bolt until the handlebar assembly and fork have no free play. Do not overtighten.



Now tighten the pinch bolts evenly with the handlebar assembly facing directly forward.

Once the front wheel has been assembled this step should be re-checked, and repositioned if needed.

## ADJUSTABLE STEMS

---



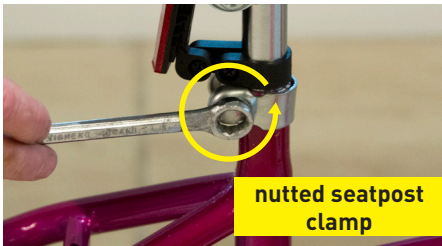
Some bikes have stems that can be adjusted to increase or decrease the angle of the stem to a more desirable position. Ensure the bolt securing the angle is securely tightened as failure to do so may cause loss of steering control.

---

## 4. INSTALLING THE SADDLE & SEAT POST



Loosen the seat post clamp. If your bike has a quick release lever rotate the quick release clamp until it is fully open. *Quick release levers operate with an adjusting nut at one end, and a lever on a cam at the other end. Always adjust the Quick release clamp with the lever in the open position, and by turning the nut (not the lever).*



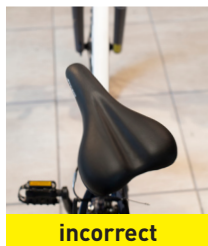
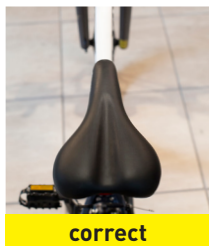
If your bike has a has a nutted seat post clamp, use a wrench (or allen key if appropriate) to loosen the clamp.



Place the seat post into the frame and slide it down to the desired height, ensuring the minimum insertion mark cannot be seen.



**WARNING:** If your seat post is not inserted in the seat tube so that the Minimum Insertion Mark cannot be seen, the seat post may break, which could cause you to lose control.

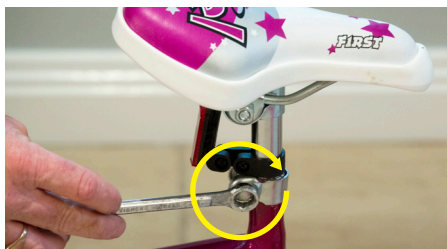


Ensure the saddle is aligned with frame and set at the correct angle for comfortable cycling.

To align the saddle, stand over the bike and align the nose of the saddle to run parallel with the top tube of the frame.



If your bike has a quick release clamp, tighten the adjusting nut and then close the quick release lever.



On a nutted seat post clamp, use a wrench (or allen key if appropriate) to tighten the clamp.



Ensure that the seat nuts are tightened.

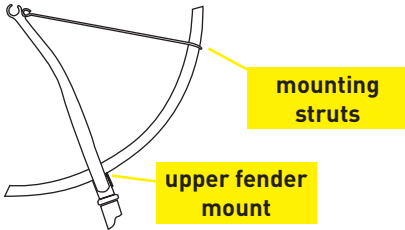


# 5. INSTALLING THE FRONT FENDERS

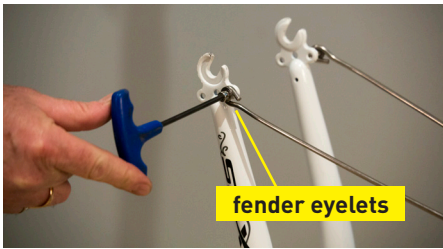
If your bike has been supplied with fenders, follow the steps below. If not, skip this section and move on to installing the front wheel.



Turn the bike over so that it sits on the saddle and handlebars. Remove the small plastic rod from between the fork ends.



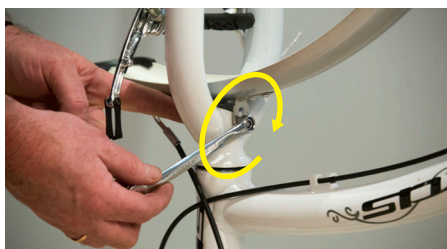
Position the mudguard between the forks so that the upper fender mount is behind the fork, and the fender mounting struts extend to the fender eyelets.



Align the fender mounting strut holes with the fender eyelets, place the washers, then tighten the bolts through with an allen key.



Then, align the upper fender mount behind the fork, place the bolt through from the front of the fork.

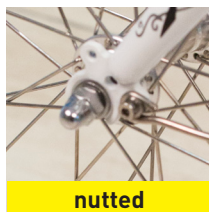
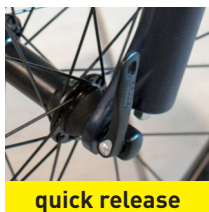


Thread the nut over the bolt and tighten. Your front fender has now been installed and you are ready to install the front wheel.

---

## 6. INSTALLING THE FRONT WHEEL

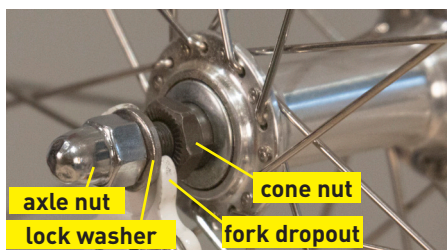
If you have not already done so, turn the bike over so that it sits on the saddle and handlebars. Remove the small plastic rod from between the fork ends.



Your bicycle will come with either a nutted front wheel or a front wheel with a quick release mechanism. Follow the appropriate instructions below to insert your handlebar assembly into your bicycle's head tube.

### NUTTED FRONT WHEELS

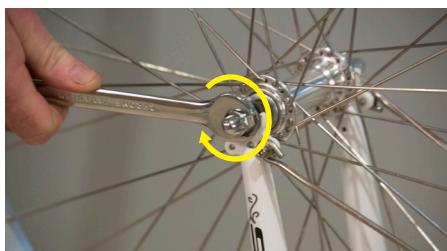
---



Place the front wheel in the front fork drop out slots and ensure the wheel fits correctly. Ensure that the fork dropout sits in between the lock washer and the cone nut as shown to the left.



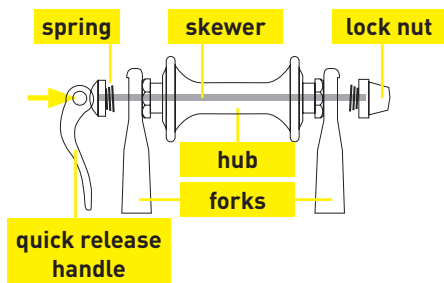
If your bicycle has tabbed lock washers, ensure that the locking tabs are correctly mounted into the holes in the forks.



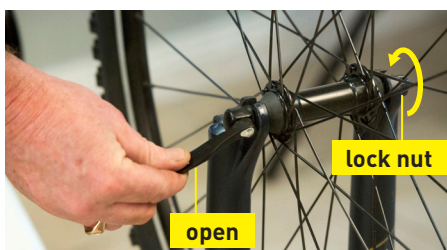
Then fully tighten both nuts and ensure the wheel sits straight in the forks.

## QUICK RELEASE FRONT WHEELS

---

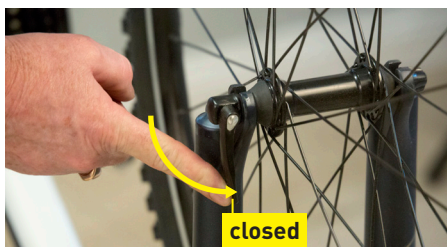


Unscrew the lock nut from the quick release skewer, remove the outer spring and slide the skewer through the axle so the quick release handle is on the left hand side of the bike.



Re-install the spring and lock nut back on to the skewer and place the wheel into the fork slots ensuring the wheel is centred.

*Always adjust the Quick release clamp with the lever in the open position, and by turning the nut (not the lever).*



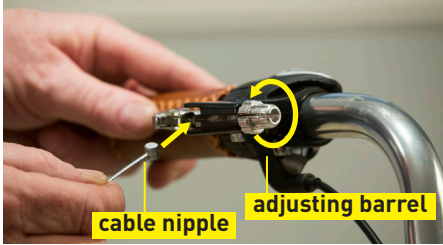
Close the quick release lever.

---

# 7. INSTALLING BRAKES

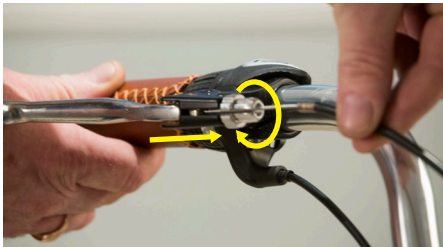
## BRAKE LEVERS

---



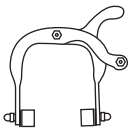
Unthread the adjusting barrel on the brake lever a few turns, then align the slots in the adjusting barrel, the jam nut and the brake lever.

Insert the cable nipple on the brake cable into the hole in the lever.

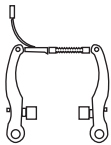


Insert the cable into the slot on the adjusting barrel and then thread the adjusting barrel back up to the lever.

You are now ready to install and adjust your brake calipers.



**Caliper Brakes**



**"V" Brakes**

Your bike will come with one of two types of brakes: caliper brakes or linear pull/v brakes. Follow the appropriate instructions below to install and adjust your brakes.

## CALIPER BRAKES

---



Squeeze both brake arms so the brake pads are against the side wall of the rim. Ensure the brake cable feeds through the clamp on the brake arm.



Then tighten the nut in the clamp to hold the brakes in position.



Loosen the nut on the brake pad and then align the brake pad so it runs parallel to the sidewall of the rim, but allow 1mm gap so the brake does not rub against the rim.

## LINEAR PULL / "V" BRAKES

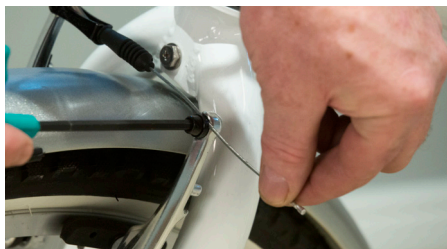
---



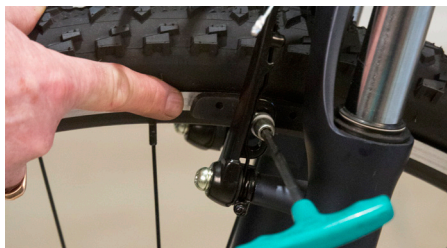
Hold each arm so the brake pads can be adjusted to align with the sidewall of the rim.



Then hold both arms in position and insert lower end of the cable lead unit in to the pivoted metal stirrup.



If more cable length is needed release the bolt and nut on the end of the brake arm so that more cable is available. If released, retighten the bolt and nut to hold cable in the notch on the lever arm. Place the rubber protector over the end of the brake cable.



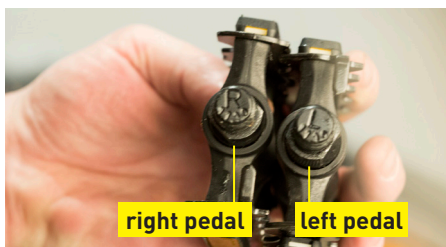
Loosen the nut on the brake pad and then align the brake pad so it runs parallel to the sidewall of the rim, but allow 1mm gap so the brake does not rub against the rim.

---

## 8. INSTALLING THE PEDALS



**WARNING:** Incorrect attachment of the pedal into the crank arm can strip the thread from the pedal spindle, or the threads in the crank arm, and cause irreparable damage.

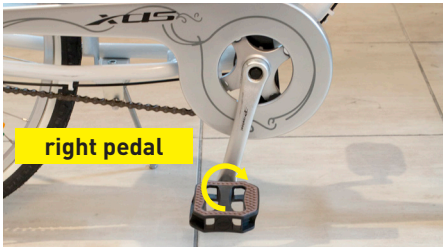


The pedals are marked as either Right or Left, R or L. The pedals will be marked on the end of the pedal spindle and possibly also by a decal on the pedal body.

The right hand side of the bike is the chainwheel side of the bike.







Note: The right hand side of the bike is the chainwheel side of the bike. Insert the Right Pedal into the Right pedal arm and turn the thread clockwise. Fully tighten with a 15mm narrow open ended wrench.



Insert the Left Pedal into the Left pedal arm and turn the thread anti-clockwise. Fully tighten with a 15mm open ended wrench.

---

## 9. ATTACHING THE REFLECTORS & BELL



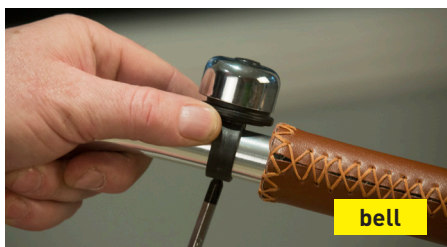
**WARNING:** Reflectors are not a substitute for required lights. Riding at dawn, dusk, night or at other times of poor visibility without an adequate bicycle lighting system and without reflectors is dangerous and may result in serious injury or death.



The reflectors must be positioned and clamped into place. Using a screwdriver, loosen the mounting clamp. Position the reflector ensuring it is facing outwards and retighten the clamp. The white reflector is for the front of the bicycle.



Position and mount the red reflector on the seatpost at the rear of the bicycle.



Place the bell into position so that it can be easily used and then tighten the clamp.

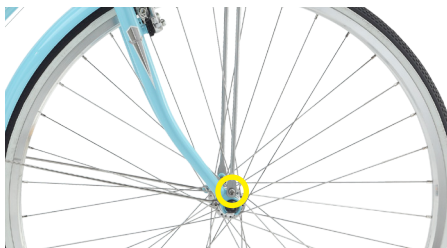
---

## 10. ATTACHING THE FRONT BASKET

Follow these instructions if you have been supplied a front basket with your bicycle.

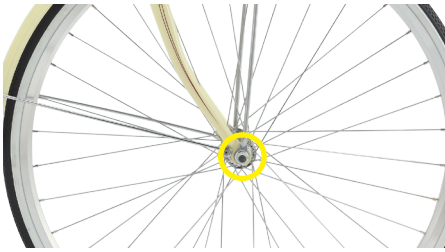


If you have been supplied with a steel bracket for the lower basket mount attach this to the front of the fork using a screwdriver.



If you have been supplied with a strutted lower basket mount as on a **ladies' alloy retro**, attach the struts to the front eyelet on the fork dropouts.

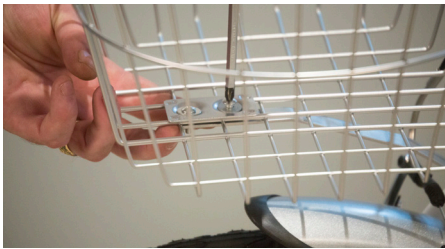




For **steel retro bicycles** the lower basket mount struts will attach to the front wheel hub at the fork dropout.



Bolt the basket to the upper basket mount located above the headtube of the bicycle.



Bolt the basket to the lower basket mount using a screwdriver.

---

## 11. INSTALLING TRAINING WHEELS

Follow these instructions if you have been supplied training wheels with your bicycle.



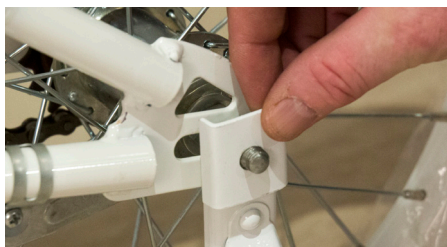
Loosen and remove the nut at the rear dropout of the bicycle.



Place the small steel bracket over the bolt.



Place the training wheel over the smaller steel bracket.



Then, place the large steel bracket over the training wheel.



Finally, thread the nut back onto the bolt over the training wheel assembly.



Then, tighten the bolt and repeat for the opposite side of the bicycle.

---

## 12. INFLATING YOUR TYRES



presta valve

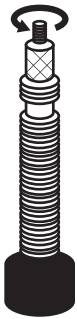


schraeder valve

Before riding your bicycle, you must inflate your tyre up to the correct pressure. There are two kinds of bicycle tube valves in common use: the Schraeder (Car) Valve and the Presta Valve (also known as a French Valve). Identify which valve you have and follow the appropriate instructions below to inflate your tyres.

---

### PRESTA VALVE



A Presta valve has a narrower diameter and is only found on bicycle tyres. To inflate a Presta valve using a Presta headed bicycle pump:

- Remove the valve cap
- Unscrew the valve stem lock nut
- Push down on the valve stem to free it up
- Push the pump head on to the valve head and inflate to the PSI or KPA value written on the sidewall of your tyre. (Refer to page 43 of your bicycle owner's manual for a KPI to PSI conversion table.)

---

### SCHRAEDER VALVE



- The Schraeder valve is like the valve on a car tyre. To inflate a Schrader valve tube:
- Remove the valve cap and push the pump head on to the valve stem.
- Inflate to the PSI or KPA value written on the sidewall of your tyre. (Refer to page 43 of your bicycle owner's manual for a KPI to PSI conversion table.)